
CURRENT LICENSING ISSUES IN PSYCHOLOGY

Washington State Examining Board of Psychology

Spring 2003

Board Chair Column

*Gloria Rose Koepping,
PhD, Board Chair,
Examining Board
of Psychology*

The Board has had a number of projects under development and this winter some of them become reality. Articles in this issue address the revisions to the oral exam and contain suggestions for preparation and successful completion. Our Board continues to study the limits of record retention and dispersal of a psychologist's files. We welcome opinions and suggestions from both psychologists and consumers on this topic.

In February, the Board considered new goals for the 2003-2005 biennium. Some of our work will carry over, but you might have a concern which you wish to bring to our attention. Please send any suggestions to the Psychology Program Office in Olympia.

As the legislature reconvenes, it will consider the 2003 Department of Health Omnibus Bill that is intended to ensure that all health professional regulatory programs have the ability to eliminate unnecessary and/or inappropriate barriers to initial licensure at this time and in the future. The proposed legislation is intended to provide the Board with

greater flexibility in the future to consider national trends, appropriateness of various testing options, and to determine the best examination processes to ensure the competency of psychologists.

I would like to thank Dr. Joanne Ito for her years of service on the Board and for her work as the Board Chair for 2001. Her support and encouragement has enabled me to perform my role this year with little stress.

Working on the Board has provided me the opportunity to learn with my psychologist and public member colleagues across the state, attend the national Association of State and Provincial Psychology Boards (ASPPB) training conferences, and work with the Washington State Psychological Association (WSPA) and other interested Psychologists to ensure that Board decisions and directions are truly in the best interest of our client-consumers. As my term as Board Chair ends, I am grateful for past and current board members as well as the WSPA leadership. Their input and willingness to dialog on our exams and proposed legislation has been invaluable. Thank you all again. ◀

In this issue

- | | |
|---------------------------------|--|
| 1 Board Chair Column | 4 Examining Board of Psychology Moving March 27, 003 |
| 2 Record Keeping Rule Proposal | 5 Jurisprudence Examination |
| 3 Opportunity For Service | 5 Newly Licensed Psychologists |
| 4 New Modified Oral Exam Begins | 6 Reference |
| | 7 Address/Telephone Number Change Form |

Record Keeping Rule Proposal

Dean Funabiki, Ph.D.,
Vice Chair, Examining
Board of Psychology

Introduction. As noted in the Spring, 2002 issue of this newsletter, the Washington Board receives many requests for guidance about how long patient psychotherapy records need to be kept. Current statutes and rules fail to adequately provide such guidance. One exception to this is RCW 70.02.160 (Retention of record), which addresses some rather circumscribed cases (e.g., maintaining a record for one year following receipt of an authorization to disclose health care information). Otherwise, current psychology statutes (Chapter 18.83 RCW) and rules (Chapter 246-924 WAC) are silent with regard to minimum record retention timeframes. Further, there is no provision in the law as what to do with records upon retirement, relocation, inability to practice or death of the psychologist.

To address these issues, the Board is considering a modification of WAC 246-924-354 (Maintenance and retention of records). The proposed revision came about after an extensive review of standards set by other states and provinces, the careful study of guidelines established by professional organizations such as the American Psychological Association and the Association of State and Provincial Psychology Boards, as well as the consideration of valuable public and psychologist input over the past several months. The Board also took into account the continuing evolution of the federal mandates of HIPAA.

The Proposal Being Considered. In an effort to help the reader see the whole picture, the relevant WAC, *including the proposed changes*, is presented below. Essentially, the most significant change is the addition of what is shown as subsections (2) through (4). The current WAC subsection (2), under this proposal, is renumbered as subsection (v) under subsection (1 g).

With the proposed changes, WAC 246-924-354 in its entirety would read as follows:

WAC 246-924-354 Maintenance and retention of records. (1) The psychologist rendering professional services to a client or clients or rendering services billed to a third party payor, shall document services except as provided in (g) of this subsection. That documentation shall include:

- (a) The presenting problem(s), purpose or diagnosis;
 - (b) The fee arrangement;
 - (c) The date and service provided;
 - (d) A copy of all tests and evaluative reports prepared;
 - (e) Notation and results of formal consults including information obtained from other persons or agencies through a release of information;
 - (f) Progress notes reflecting on-going treatment and current status; and
 - (g) If a client requests that no treatment records be kept and the psychologist agrees to the request, the request must be in writing and only the following must be retained:
 - (i) Identity of the recipient of the services;
 - (ii) Service dates and fees;
 - (iii) Description of services;
 - (iv) Written request that no records be kept; and
 - (v) The psychologist shall not agree to the request if maintaining records is required by other state or federal law.
- (2) All records must be retained for a minimum of seven years following the last client(s) contact. In the case of

(Continued on Page 3)

Record Keeping Rule Proposal

(Continued from Page 2)

minors under the age of 18, the records must be retained until the client reaches the age of 22 or for seven years, whichever is longer.

- (3) Within this seven-year period all records must be maintained safely with proper limited access and in accordance with any other applicable state or federal laws. The psychologist rendering services must have a written policy to ensure the maintenance and confidentiality of the client records in the event of retirement, discontinuation of practice or employment, discontinuation of practice in the state of Washington, or inability to maintain practice or employment (e.g., illness or death of the psychologist).

This written policy must be made available to the board, upon written request, within ten days. The written policy shall specify:

- (a) A qualified person(s) or, if appropriate, hospital, clinic or other health care facility, to make necessary clinically-relevant referrals if the psychologist is unable to do so;
 - (b) A plan for fulfilling record requests described under subsection (3) above; and,
 - (c) that the subsequent record holder maintain records in accordance with any other applicable state or federal laws or rules.
- (4) In the case of psychological or neuropsychological evaluations, tests or assessments, the psychologist may exercise clinical judgment in determin-

ing whether or not to retain specific records beyond the minimum retention period specified in subsection (2) above.

Survey of Cost/Benefit. It is necessary for the Board to determine the cost/benefit to the psychologist should the proposal be adopted. For example, one might envision some advantage, to both the public and the psychologist, in knowing more clearly how long records need to be retained.

In financial terms, there might be longer-term savings for the psychologist in not needing to maintain the records, and the costs of storage thereof, beyond the legal retention periods. These are just a couple of factors that should be considered in the cost/benefit analysis for the proposal. Therefore, the Board is hereby respectfully requesting feedback from psychologists and agencies as to the short- and long-term costs and benefits of the records retention proposal.

In so doing, please make your analysis with respect to the *changes* to the existing statute (*viz.*, subsections (2) through (4)). The basic questions we have are: If the records retention proposal is adopted, what would be the estimated cost or savings to your practice? What do you see as the advantages and disadvantages, both short- and long-term?

We welcome your responses to these questions, along with any additional comments or suggestions. Please address them to Ms. Janice Boden, Program Manager, at the address indicated elsewhere in this CLIP newsletter. ◀

Opportunity For Service

Board Appointment—Vacancies on the Examining Board of Psychology usually occur every January. There are seven licensed psychologist members and two public members appointed by the Governor

to staggered terms of five years. If you would like to receive an application for appointment, please contact the Board office at the address or telephone number in this newsletter. ◀

New Modified Oral Exam Begins

*By Gloria Rose Koepping,
Ph.D.*

This was part of the Board's commitment to change the format of the exam to comply with ASPPB's model oral exam guidelines.

Applicants were given a brief vignette and asked one question in each of five content areas: Identification of Problems or Diagnoses; Assessment or Evaluation; Treatment Planning; Implementation, Outcome, and Assessment; Human Diversity (Cultural Issues); and Professional Ethics and Standards.

Applicants were given a written copy of the vignette and the questions one at a time. They used paper provided to take brief notes during the course of the exam. The notes and other materials stayed in the exam room at the conclusion of the exam.

An examination panel of at least three psychologists scored the exam. Each question will be scored on a zero to five scale with three being passing. The applicant must obtain a mean score of 3.0 to pass the exam. The panel members scored the applicant's performance independently without any panel discussion. The Program Manager and Staff compiled the final score.

Applicants were notified of the outcome in three to four weeks.

Preparation Suggestions

Applicants were advised to review their coursework and training in psychopathology, DSM IV diagnoses or problem formation, and treatment planning appropriate for individual problem types (this might include case management, referral options, or auxiliary support services for the condition).

Human diversity or cultural issues were also covered on the exam. This may include adjustments to treatment or increased sensitivity for concerns influenced by factors such as gender, race, ethnicity, religion, age, disability/ability status, and others. A response noting a lack of experience with a population and indicating that they would consult with a supervisor would be an appropriate but not complete response.

Applicants should convey minimal knowledge about each factor and how it could potentially impact treatment.

Lastly, issues related to the application of psychological standards and ethics required that a correct answer with the principle that the answer supports (e.g. avoiding dual relationships when possible).

Practicing with previous cases with a colleague or supervisor is helpful. ◀

Examining Board of Psychology Moving March 27, 2003

In an effort to consolidate all the Department of Health offices to a central location, the Examining Board of Psychology will be moving on March 27, 2003. Our new physical address will be Point Plaza East, 310 Israel Road SE, Tumwater WA 98501. Our phone numbers will remain the same and our mailing address will still be PO Box 47869, Olympia WA 98504-7869.

Jurisprudence Examination

By John/Juan Ramirez,
Ph.D., Board Member

As was experienced by candidates who took the January 2003, oral examination, the process has been revised. Information describing the changes was made available to all persons who inquired of and/or applied to take the examination. You may receive relevant information by contacting Ms. Kathy Devine at the address listed on the last page of this Newsletter.

Initially it had been planned that knowledge of state laws pertaining to psychologist and psychological ethics would be assessed by a separate written Jurisprudence Examination (WJE). However, the jurisprudence examination remained part of the oral examination as open-ended questions and will remain with the July 2003 oral examination. The decision to not use a WJE was due to the Board's wish to maintain consistency with current WAC Rules. When necessary changes are made to the WAC, the WJE will be put in place.

The WJE will continue to cover the following statutes and rules: RCW 18.83—the Law Relating to Psychologists; RCW 18.130—Uniform Disciplinary Act; RCW 70.02 Health Care Information Act; WAC 246-924—Rules Governing Psychologists; RCW 71.05—Mental Illness Act (sections

010, 020, 030, 040, 050, 060, 070, 080, 090, 100, 120, 150, 180, 190, 200, 210, 215, 230, 240, 250, 260, 270, 280, 290, 300, 360, 370, 380, 390, 395, 420, 610, 620, 630, 640, 650 and 660); RCW 26.44—Abuse of Children (sections 010, 015, 020, 030, 040, 053 and 060); and RCW 74.34—Abuse of Vulnerable Adults.

The WJE will consist of 25 to 30 questions generally of a multiple-choice nature and will be administered at least once each morning and each afternoon of the days that the oral Jurisprudence Examination will occur. Candidates will have one hour to complete the open book examination. Each candidate will be provided with copies of the relevant RCWs and WACs and two blank pieces of paper with all materials returned along with the WJE and answer sheet. Candidates are not allowed to bring electronic devices, books, papers or written information into the examination room. In the event that accommodations are necessary, relevant arrangement will be made. The passing score will be 75%, and each candidate must pass both the oral and WJE examinations. In the event that either examination is failed, the passed examination need not be retaken. ◀

Newly Licensed Psychologists

Thirty-six candidates were tested at the July 2002 oral examination.

Thirty-two were taking the exam for the first time. Twenty-seven of the thirty-two passed the exam. Four were retaking the exam. One of the four passed the exam.

The following individuals passed the July 2002 oral examination and were issued a Washington State psychology license. Congratulations and best wishes.

Beatriz F. Aramburu, Ph.D.	Lisa M. Hardebeck, Ph.D.	Margret Robinson, Ph.D.
Sarah M. Baxter, Ph.D.	Renee R. Hartman, Ph.D.	Mark C. Russell Ph.D.
Kimberly D. Blake, Ph.D.	Kathryn E. Korslund, Ph.D.	Maureen E. Schmitter-Edgcombe, Ph.D.
Cheryl G. Culevski, Ph.D.	Randi K. Lincoln, Ph.D.	Jeffrey J. Startzel, Ph.D.
Crystal M. DeLoach, Ph.D.	Steven kA. Morton, Ph.D.	Julia Strand, Ph.D.
Rita Y. Flanagan, Ph.D.	Jeff R. Petra, Ph.D.	Christopher P. Tobey, Ph.D.
Toi M. Geil, Ph.D.	Tara C. Proano-Raps, Psy.D.	David Walker, Ph.D.
Jessica N. Greenson, Ph.D.	George W. Recknagel Jr., Ph.D.	Alison Ward, Ph.D. ◀
Elizabeth Hale, Ph.D.	Lora E. Reif, Ph.D.	

Examining Board of Psychology

Gloria Rose Koepping, Ph.D., Chair
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Ray L. Harry, Public Member
Joanne Ito, Ph.D.
Lisa Richesson, Public Member
Elizabeth Robinson, Ph.D.
Douglas Uhl, Psy.D.

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360/236-4910 Telephone
360/236-4909 Fax

Board Meeting Dates for 2003

April 4, 2003	October 17, 2003
May 16, 2003	December 12, 2003
June 13, 2003	
September 12, 2003	

Examination Dates for 2003

Oral examinations: July 18-19, 2003 ◀

 To ensure receipt of your annual renewal notice and other timely information, please keep the Washington State Examining Board of Psychology informed of any change in your address/telephone number.

Address/Telephone Number Change Form

(Please type or print in ink)

License # _____

Name _____

Old Address _____


New Address _____

New Telephone Number () _____

Effective Date _____ Signature _____

A licensee's address is not open to public disclosure except under circumstances defined in law, RCW 42.17. The address the Board has on file for you is used for all mailings, renewal notification and public disclosure. ◀

Send completed form to the Board office:

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310 ISRAEL ROAD SE
TUMWATER WA 98501
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OLYMPIA WA 98504-7869